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ONE HUNDRED SIXTH CONGRESS

# Congress of the United States

## House of Representatives

COMMITTEE ON GOVERNMENT REFORM

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May 10, 2000

### **BY FACSIMILE**

Mr. David Meyers  
President  
Eastern Research Group, Inc.  
110 Hartwell Avenue  
Lexington, MA 02421

Dear Mr. Meyers:

This letter follows up on information provided by the Department of Labor (DOL) about contracts awarded by DOL to the Eastern Research Group, Inc. (ERG) to perform services for DOL's Occupational Safety and Health Administration (OSHA), including contract No. J-9-F-9-0010. The House Government Reform Subcommittee on National Economic Growth, Natural Resources, and Regulatory Affairs is investigating possible augmentation of DOL full-time equivalents by use of contractors.

Pursuant to the Constitution and Rules X and XI of the United States House of Representatives, I request that you provide the Subcommittee with the following information: (a) copies of all contracts awarded by DOL to ERG relating to the draft, proposed and pending final ergonomics rule, including but not limited to awards for tabulations from OSHA's 1993 ergonomics survey and for a description of cost estimates of ergonomics controls under the draft OSHA ergonomics standard; and (b) copies of all documents and deliverables prepared by ERG under these contracts, including reports, memoranda, analyses, e-mails, and other records, as defined in the attached "Definitions and Instructions for the Production of Records."

Please deliver your response to the Subcommittee majority staff in B-377 Rayburn House Office Building and the minority staff in B-350A Rayburn House Office Building not later than noon on Wednesday, May 24, 2000. If your documents are not provided by this time, I will consider using compulsory process to ensure compliance. In the meantime, please preserve all records, including e-mails. If you have any questions about this request, please call Professional Staff Member Barbara Kahlow on (202) 226-3058.

Thank you for your attention to this request.

Sincerely,

A handwritten signature in black ink, reading "David McIntosh". The signature is written in a cursive, slightly stylized font.

David M. McIntosh

Chairman

Subcommittee on National Economic Growth,  
Natural Resources, and Regulatory Affairs

Attachment

cc: The Honorable Dan Burton  
The Honorable Dennis Kucinich

### Definitions and Instructions for the Production of Records

1. When a request calls for the production of records, the Subcommittee requests all responsive records that are in the company's possession, custody, or control through the date of the final submission of records to the Subcommittee, unless the request clearly states that the Subcommittee is only interested in records received during a particular time period.
2. Please sequentially number all records that you produce to the Subcommittee, and indicate the source of any record if the source is not accurately reflected on the record itself. Please submit all records on single-sided paper and submit an inventory of records produced if the volume is more than 100 pages.
3. To the extent practicable, please organize the records or documents in tabbed binders or folders that indicate which records are responsive to which requests for information.
4. For the purposes of this and related requests in the future, the "record" or "records" shall include any and all drafts, originals, and non-identical copies of any item whether written, typed, printed, electronically recorded, transcribed, punched, or taped, however produced or reproduced, and includes but is not limited to any writing, transcription, or recording, produced or stored in any fashion, including any and all computer entries, memoranda, notes, talking points, letters, journal entries, reports, studies, calendars, manuals, press releases, opinions, documents, analyses, messages, summaries, bulletins, e-mail messages (in hard copy and electronic forms), disks, the text of any alphanumeric messages or other electronic paging devices, briefing materials, cover sheets or routing cover sheets and any other machine readable material of any sort whether prepared by current or former officers and employees, agents, consultants or by any non-employee without limitation. "Record" or "records" shall also include redacted and unredacted versions of the same record.